



**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS UNITED STATES ARMY SIGNAL CENTER AND FORT GORDON**  
**506 CHAMBERLAIN AVENUE**  
**FORT GORDON GEORGIA 30905-5735**

ATZH-CG

22 March 2006

**MEMORANDUM FOR ALL MILITARY AND CIVILIAN PERSONNEL**

**SUBJECT: Commanding General's Policy Memorandum No. 3 – Prevention of Sexual Harassment**

1. I am totally committed to ensuring that all service members, civilian employees, and family members have a working and living environment free of sexual harassment. Sexual harassment is a deplorable behavior that directly impacts on unit cohesion and mission accomplishment. It is unacceptable and will not be tolerated. Sexual harassment is a form of sexual discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when any of the following occurs:

a. Submission to or rejection of such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, or career.

b. Submission to or rejection of such conduct is used as a basis for career or employment decisions.

c. Such conduct interferes with an individual's performance or creates an intimidating, hostile, or offensive environment.

2. Any Soldier or civilian in a command or supervisory position who uses or condones implicit or explicit sexual behavior to control, influence, or affect the career, pay, or job of another person is engaging in sexual harassment. Similarly, any person who makes deliberate or repeated unwelcome verbal comments, gestures, or physical contact of a sexual nature is engaging in sexual harassment. Sexual harassment is not limited to the workplace. It can occur anywhere, and it violates the standards of respect, loyalty, and integrity that the Army holds dear.

3. As shown at the enclosure, there are many ways to report sexual harassment or misconduct. The Equal Opportunity (EO) Poster, dated 17 October 2005, will be posted on all official bulletin boards. It identifies the ways to report acts of discrimination and explains EO/Sexual Harassment Complaint Procedures. The chain of command is the

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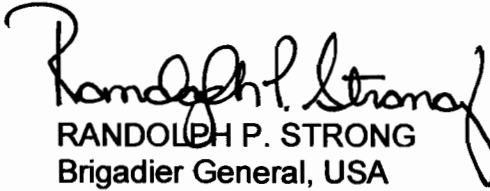
best avenue for addressing these matters. As an alternative method, military personnel or family members may also file complaints with the EO Office, in building 25706, 616 Barnes Avenue, Bay C, or with the Inspector General (IG), in building 33800.

Complaints by civilian personnel alleging sexual harassment or other types of discriminations should be handled through the Equal Employment Opportunity Office, room 210 of Darling Hall, in accordance with the procedures contained in AR 690-600, "Equal Employment Opportunity Discrimination Complaints, or as described in DoD and Department of the Army policy implementing 10 U.S. Code 1561, or as provided for in any applicable collective bargaining agreement.

4. All personnel and family members are protected from reprisal or retaliation for filing complaints. No Soldier or employee may take or threaten to take an unfavorable personnel action, or to withhold or threaten to withhold a favorable personnel action, in reprisal against any person for filing a complaint. Should a Soldier be threatened with such an act, or if such an act should occur, he or she must report these circumstances to the DoD IG. If an allegation of reprisal is made known to any agency authorized to receive complaints, the agency should refer the complaint to the DoD IG. The DoD IG Hotline number is (800) 424-9098 or DSN 664-8799 and may be used to report threats or acts of reprisal.

5. The prevention of sexual harassment is the responsibility of all. Leaders set the standard. I expect leaders at every level to continually assess and be aware of the command climate regarding sexual harassment. Take prompt, decisive action to investigate all complaints of sexual harassment and to preclude unlawful behavior. Conduct progressive, interactive training for Soldiers and civilians, creating awareness in the area of sexual harassment. Take appropriate action against those who exhibit behaviors characteristic of sexual harassment. Above all else, treat others with dignity and respect.

Encl

  
RANDOLPH P. STRONG  
Brigadier General, USA  
Commanding

**AVENUES FOR REPORTING  
SEXUAL HARASSMENT/MISCONDUCT COMPLAINTS**

Chain of Command

Inspector General's Office

Chaplain's Office

Staff Judge Advocate

Fort Gordon "Hotline" – (706) 791-3600

Equal Opportunity Office (Military) or Employment Opportunity Office (Civilian)

Medical Community – Social Work Services – Counselors (Army Community Services) – Family Practitioner

Directorate of Emergency Services

Criminal Investigation Division

Enclosure to Commanding General's Policy Memorandum No. 3 - Prevention of Sexual Harassment.